



STATE PROCUREMENT OFFICE
NOTICE OF REQUEST FOR EXEMPTION
FROM HRS CHAPTER 103D

Received from
State Procurement Office
02/01/2016

TO: Chief Procurement Officer

FROM: Land and Natural Resources
Name of Requesting Department

Pursuant to HRS § 103D-102(b)(4) and HAR chapter 3-120, the Department requests a procurement exemption for the following:

1. Describe the goods and/or services:

Intrusion detection system and video monitoring system for the new Division of Boating and Ocean Recreation (DOBOR) administration building located at the Keehi Small Boat Harbor (on Oahu). Vendor will monitor video cameras on the building and dispatch police and fire personnel as needed to address the situation. This includes, but not limited to forced entry, fire, and police action.

2. Vendor/Contractor/Service Provider:

CAM Security

3. Amount of Request:

\$ \$5,000.00

4. Term of Contract From: 1-Feb-16

To: 31-Jan-17

5. Prior SPO-007, Procurement Exemption (PE): none

6. Explain in detail, why it is not practicable or not advantageous for the department to procure by competitive means:

DOBOR's new building is adjacent to the current Keehi Small Boat Harbor building. The vendor has a contract to perform the same services there. Since the two buildings are side by side and share the same address, DOBOR believes that is more practical to have the same vendor perform the security services for both buildings.

7. Explain in detail, the process that will be or was utilized in selecting the vendor/contractor/service provider:

DOBOR selected the existing vendor, CAM Security, using the small purchases of service method of procurement to provide video security and monitoring services. It verbally solicited quotes from vendors and, since the amount was less than \$2,500.00, documented the solicitation on an SPO-10 form and paid for the service with a pCard.

8. Identify the primary responsible staff person(s) conducting and managing this procurement. (Appropriate delegated procurement authority and completion of mandatory training required).

*Point of contact (Place asterisk after name of person to contact for additional information).

Name	Division/Agency	Phone Number	e-mail address
Eric Yuasa*		832-3522	Eric.T.Yuasa@hawaii.gov

*All requirements/approvals and internal controls for this expenditure is the responsibility of the department.
I certify that the information provided above is, to the best of my knowledge, true and correct.*


Department Head Signature

1/29/16
Date

For Chief Procurement Officer Use Only

Date Notice Posted: 2/4/2016

Inquiries about this request shall be directed to the contact named in No. 8. Submit written objection to this notice to issue an exempt contract within seven calendar days or as otherwise allowed from date notice posted to:

state.procurement.office@hawaii.gov

Chief Procurement Officer (CPO) Comments:

This request is disapproved as it lacks sufficient justification for an exemption. The department may use the appropriate method of procurement (i.e. Small Purchases) pursuant to HRS Chapter 103D to expeditiously procure the services needed, while affording other potential vendors the opportunity to compete.

If there are any questions, please contact Stacey Kauleinamoku at 586-0571 or stacey.l.kauleinamoku@hawaii.gov.

☐ Approved

☒ Disapproved

☐ No Action Required


Chief Procurement Officer Signature

2/18/16
Date